

Office of the Attorney General
Human Resources
Indiana Government Center South, 5th floor
302 W. Washington Street
Indianapolis, IN 46204
jobs@atg.state.in.us
317-232-7979 (fax)



JOB POSTING

Interested candidates should send their resume via regular mail, email (*as a Word document*) or facsimile to the address or phone number shown above. The Office of the Attorney General is an Equal Opportunity Employer.

FORENSIC ACCOUNTANT COMPLEX LITIGATION SECTION

Provides litigation support. Reports to Section Chief of Complex Litigation.

Duties:

- Assists Deputy Attorneys General in a wide range of litigation support services.
- Uses skills and expertise to investigate and decisively address complex financial and accounting issues, help Deputy Attorneys General assess the strength of their clients' positions, and provide an objective analysis of the opposition's assumptions and tactics.
- Identifies, organizes and analyzes the data that are key to the legal strategies of the Deputy Attorneys General.
- Assists with tracing, identifying, and recovering assets.
- Utilizes diagnostic and forensic technology techniques.
- Prepares and delivers executive summaries, reports and presentations.
- Collects information and documentation that may be treated as evidence.
- Assists with settlement discussions and negotiations.
- Attends trials and depositions to hear testimony of opposing expert and provides assistance with examinations.
- Other duties as assigned by Section Chief.

Requirements:

- Must have Bachelors or Masters Degree in Accounting.
- Must have at least one year of experience in auditing or accounting with a "Top Ten," public accounting firm, advisory firm or Fortune 500 organization.
- Must have a basic understanding in one or more of the following: sophisticated accounting transactions, fraud schemes, investigations, corporate filings, financial statements, or Generally Accepted Accounting Principles (GAAP).
- Basic understanding of attorney/client work privileges.
- Must have the ability to provide expert testimony at hearings and trials.
- Strong analytical, research, sampling and quantitative abilities.
- Excellent written and verbal communications skills.
- Able to utilize spreadsheets and database management programs.
- CPA or CFE certification.
- Must be organized, detail oriented and capable of exercising sound professional judgment.

